

The Corporation of the Township of Whitewater Region

By-law Number 20-12-1345

Being a by-law to authorize the 2021 user fees and charges for all municipal departments

Whereas, Section 390 and 391 of the *Municipal Act, 2001* authorize the Council to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of the municipality and for the use of its property;

The Council of The Corporation of the Township of Whitewater Region enacts as follows:

1. All by-laws or parts of by-laws previously passed that are inconsistent with the provisions of By-Law 20-12-1345 are hereby repealed.
2. That all Council resolutions or similar expressions, whether formal or informal, inconsistent with this by-law shall be deemed to be rescinded.
3. The fees and charges set out on the attached Schedules are hereby imposed and ratified set out as follows:
 - Schedule A – Community Development
 - Schedule B – Parks & Recreation
 - Schedule C – Finance & Administration
 - Schedule D – Legislative & Protective Services
 - Schedule E – Public Works
4. All fees and charges set out in this by-law shall be payable prior to the provision of the service unless an agreement in writing is made to the contrary and approved by a municipal official.
5. In the event any fee or charge imposed herein remains unpaid after provision of the service or is otherwise in arrears, such fees or charges may be added to the Tax Roll for any real property in the municipality, the owner of which is responsible for paying the fee or charge and shall be collected in like manner as municipal taxes.
6. Council does hereby delegate to the Chief Administrative Officer, Clerk, and/or the Treasurer/Deputy CAO the authority to administer such fees and charges and approve such forms and procedures as may be required for the efficient administration of the fees and charges.

Read a first, second and third time and finally passed this 16th day of December, 2020.


Michael Moore, Mayor


Robert Tremblay, Deputy Clerk

Schedule "A"
Community Development

*2021 Final

Planning

Description	2021 Fee
Official Plan Amendment Application	\$1,000.00
Zoning By-law Amendment	\$900.00
Holding Zone Removal	\$225.00
Minor Variance	\$500.00
Severance	\$200.00
Severance w/ County Delegated Authority	\$800.00
Site Plan Control Approval	\$800.00
Plan of Subdivision/Condominium Professional Services (once the deposit has been depleted, additional deposit is required)	\$1,300.00 + Cost Recovery (\$5,000.00 deposit required)
Pre-servicing Agreement	\$400.00 + Cost Recovery
Part-Lot Control	\$300.00
Lifting of One-Foot Reserves	\$225.00
Zoning Compliance Report	\$100.00 per roll number
Development/Road/Other Agreements	\$225.00
Karst Inspection	\$100.00
County Official Plan (Copy of document)	\$60.00
Zoning By-law (Copy of document)	\$60.00
Multiple Applications	10% off/Application

Building

Description	2021 Fee
Building Permits	
<ul style="list-style-type: none"> • Base Rate (plus below) • Residential (New, Additions or Extensive Renovations (plumbing permit included)) • Residential (Accessory Buildings) • Commercial, Industrial, Institutional (New, Additions or Extensive Renovations) • Commercial, Industrial, Institutional (Accessory Buildings/Deck) • Agriculture (New Construction, Additions or Extensive Renovations) • Agriculture (Accessory Buildings & Storage Containers (Silos)) 	<ul style="list-style-type: none"> \$125.00 + (see below) \$0.55/sq. ft. \$0.50/sq. ft. \$0.65/sq. ft. \$0.60/sq. ft. \$0.20/sq. ft. \$0.20/sq. ft.
Agriculture (Dry Storage Containers – Grain Silos)	\$100.00
Residential patio decks less than 400 sq. ft. without a roof	\$100.00
Pool Permit	\$100.00
Installation of Solid Fuel Burning Appliance (outdoor wood burning appliance)	\$100.00
Inspections	
<ul style="list-style-type: none"> • All required inspections are included in the building permit fee (exceptions see below) • Additional Inspection, as required • Fee for each inspection following a non-issued Occupancy Permit • Liquor License (SOP) 	<ul style="list-style-type: none"> Included in permit fee \$80.00 \$80.00 \$80.00

Building (Continued)

Description	2021 Fee
Occupancy Permit <ul style="list-style-type: none"> • If building permit is open, no additional fee for Occupancy Permit • If building permit is closed, Occupancy Permit fee required • Fee for each additional inspection following a non-issued Occupancy Permit (see Inspections) 	<p>No Charge</p> <p>\$75.00</p> <p>Refer to Inspections</p>
Change of Use Permit	\$185.00
Transfer of Permit	\$60.00
Deferral of Revocation of Permit	\$60.00
Transmission <ul style="list-style-type: none"> • INCLUDES: Transmitter, Telecommunications towers, Pumping stations, Hydro stations and sub-stations, Related appurtenances/plant 	\$6.00 per thousand dollars construction value
Demolition Permits <ul style="list-style-type: none"> • 600 sq. ft. or less • For each additional 100 sq. ft. or portion thereof 	<p>\$100.00 + (see below)</p> <p>\$2.00/100 sq. ft. or portion thereof</p>
Conditional Building Permit (incl. Agreement)	\$300.00
File Search Fee (Building/Septic Permit)	\$60.00 per roll number

Sewage Systems

Description	2021 Proposed Fee
For approval of a plan of subdivision under the Planning Act R.S.O. 1990 CH. 13	\$100.00 for each lot or block shown on the proposed plan of subdivision
For approval of a condominium	\$500.00 for each on-site sewage system that is proposed for installed up to 10,000L
For Approval for Consents Under the Planning Act	\$150.00 for each severance application
Septic Permit for a class 2 sewage system	\$200.00
Septic Permit for a class 3 sewage system	\$200.00
Septic Permit for a class 4 sewage system – Leaching Bed	\$450.00
Septic Permit for a class 4 sewage system – Filter Bed	\$450.00
Septic Permit for a class 5 sewage system	\$200.00
File search fees	\$60.00 per roll number
Investigations	\$67.50 per hour
Septic Permit for a tank change only	\$100.00 per tank
Any construction/building that commences without the proper building/septic permit	Double the prescribed fee

Schedule "B"
Parks & Recreation

*2021 Final

Summer Recreation

Description	2021 Fee
Boat Launch Fee (excludes ice fishing tournaments) <ul style="list-style-type: none"> • Organized Fishing Tournament (between May and October long weekends) • Organized Fishing Tournament (before May or after October long weekends) • Daily Launch Fee 	\$300.00 per event \$10.00 per boat No Charge
Programming (not listed above)	Market
<ul style="list-style-type: none"> • Regular Lesson • Private Lesson 	Market

Arenas (*Ice Rentals Effective August 1, 2021-July 31, 2022)

Description	2021 Fee
Ice Rental* <ul style="list-style-type: none"> • Minor – Prime/Tournament • School – Weekday • Adult – Prime • Adult – Weekday/Tournament • Holiday Rate 	\$125.00 per hour \$ 90.00 per hour \$185.00 per hour \$140.00 per hour \$198.00 per hour
Slab Rental <ul style="list-style-type: none"> • Basic Rental • Auctions • Hourly 	\$700.00 per event \$330.00 per event \$50.00 per hour
Cobden Ball Diamond <ul style="list-style-type: none"> • Minor Use • Minor Use with Lights • Adult Use • Adult Use with Lights 	\$32.00 per game \$38.00 per game \$45.00 per game \$55.00 per game
Cobden Hall Rental <ul style="list-style-type: none"> • Hall Rental • Basic Day (with bar only) • Basic Day (with bar and kitchen) 	\$73.45 per hour \$300.00 per day \$325.00 per day
Programming (not listed above)	Market Rate
Covid-19 Cleaning Fee (when required)	\$20.00 per event

Definitions:

"Day" means a rental consisting of four or more hours, but less than 10 and approved by the Manager of Parks & Recreation or his/her designate.

"Event" means one (1) event pre-arranged and approved with the Manager of Parks & Recreation or their designate.

"Game" means, for the purposes of ball diamond rental, the time to play one (1) game, typically taking between 1 – 2 hours in length.

"Holiday Rate" means, any day defined by the Township or by the province as the recognized holiday including but not limited to: New Year Day, Family Day, Good Friday, Easter Monday, Victoria Day Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day and Boxing Day. The Township reserves the right to select which arenas remain open during holidays.

"Hour" means, for the purposes of ice rental, 50 minutes of on-ice time. For all other services "Hour" shall mean 60 minutes.

"Market Rate" means the rate determined by the market (i.e. rate charged for a service at a particular time) rather than a calculated rate such as cost recovery.

"Prime" means 5:00 p.m. to 1:00 a.m. Monday to Friday, Saturday and Sundays, and includes holidays.

"Season" means September to April, for the purposes of Public Skating, when the ice surface is being maintained.

"Weekday" means 8:00 a.m. to 5:00 p.m. Monday to Friday, except holidays.

Schedule "C"
Finance & Administration

*2021 Final

Administrative Charges

Description	2021 Fee
Commissioning Documents & Certified True Copies	\$10.00 per document
Administrative Research	\$7.50 per 15 minutes
Photocopies	\$0.20 per page
Faxes	\$1.00 per document for local or toll free \$1.00 per page for long distance
Tax Certificates (per roll #)	\$60.00
Community Hall (at Municipal Office)	Free of charge for community use (if approved) \$30/hr all other
Covid-19 Cleaning Charge (when required)	\$20/hr
NSF Cheques	\$50.00
Township Apparel	At cost
Township Map	\$8.00
County Map	\$8.00
All Municipal Tax Sale Events (replaces below)	\$150.00 Admin Charge plus cost recovery for all other fees & charges by Real Tax

Schedule "D"
Legislative & Protective Services

*2021 Final

Licenses

Description	2021 Fee
Burial Permit	\$15.00
All eligible lottery events (replaces below)	3% of prize value Wheels - \$10 per wheel of fortune per day
Recreational Vehicle Licence	\$225.00
Recreational Vehicle Variance	\$200.00
Removal of a non-licensed Recreational Vehicle pursuant to Licensing By-law, Section 5.6	Actual cost incurred by Township

Legislative Services

Description	2021 Fee
Municipal Freedom of Information (FOI) Request Application Fee	\$5.00
FOI Search and Preparation Time	\$7.50 per 15 minutes
FOI Disc	\$10.00
FOI associated costs	Per invoice
FOI costs to develop a computer program to provide a readable record	\$15.00 per 15 minutes
In Office (during office hours by Clerk or Deputy Clerk)	\$225.00
Offsite (by Clerk or Deputy Clerk)	\$300.00 + mileage
Witnesses	\$25.00 per person
Cancellation Fee/Deposit	\$100.00
Fee for Township appointed non-staff marriage solemnization	\$75.00 per ceremony

Animal Control

Description	2021 Fee
Dog License	
Sterilized Dogs (Before March 31 st)	\$15.00
Sterilized Dogs (After March 31 st)	\$30.00
Unsterilized Dogs (Before March 31 st)	\$30.00
Unsterilized Dogs (After March 31 st)	\$45.00
Replacement Tags	\$5.00
First day of impoundment of part thereof or all costs incurred whichever is greater	\$100.00
Each additional day of impoundment or all costs incurred, whichever is greater	\$25.00
Kennel License	\$80.00.00 per year
Per Week	\$25.00
Additional Week (4 weeks maximum)	\$15.00
Backyard Chicken License	\$80.00 per year

Fire Department

Description	2021 Fee
Burn Permits:	
Recreational Burn	No Charge
Open Air Burn	No Charge
Special Permit/Large Agricultural Burn (requiring inspection)	\$80.00/Event
Commercial Campsite	\$150.00/Season
Request for Property Information	\$60.00
Letter to Insurance &/or Lawyer	\$60.00
Inspections, upon request (incl. special occasion permit)	\$80.00
Fire Vehicle (incl. equipment)	
• Fire Vehicle - to attend incident	Per MTO rate in force and effect.
• Fire Vehicle Refurbishment - post incident	Per MTO rate in force and effect.
• Additional vehicles &/or equipment (outside fleet)	Cost Recovery
Firefighters	Cost Recovery

Schedule "E" Public Works

*2021 Final

Waste Management - Curbside

Description	2021 Fee
Waste Collection Fee (2 Bags/week + unlimited recycling)	\$156.00/unit
Garbage Bags	
• WWR yellow garbage bags	\$5.00 each
• WWR yellow garbage bag distributor	\$4.50 each
Blue Boxes Purchase	\$7.00 each

Waste Management - Landfill

Description	2021 Fee
Special Opening Closing of Site - Subject to attendant availability outside of regular operating hours. (Monday, Friday, Sunday and holidays are not subject for opening)	\$100.00 per opening/closing
Garbage Bags	\$5.00/bag
Minimum Charge	\$20.00
Passenger Vehicle – Car, Mini-van, Small SUV	\$20.00
Pickup Truck, Full size van, large SUV	\$30.00
Pickup Truck with Dump Box	\$50.00
Utility Trailer 6'x10' or smaller	\$30.00
Utility Trailer 8'x20' or smaller	\$50.00
Tandem-axle Trailer (Heavy Utility or Dump Trailer)	\$100.00
Single-axle Dump Truck	\$300.00
Tandem-axle Dump Truck, or Single-axle Packer	\$400.00
Tri-axle Dump Truck, Tandem-axle Dump Truck with pup, or Tandem-axle Packer	\$500.00
Tractor-trailer	\$20.00/cu. yd
Roll-off Box	\$20.00/cu. yd
Construction and Demolition - Separated	Tipping Fees Apply
Construction and Demolition - Unseparated	x2 Tipping Fees
Recyclables (accepted in Blue Box)	No Charge
Cardboard	No Charge
Scrap Metal	No Charge
Leaf & Yard Waste	No Charge
Brush (under 3")	No Charge
Trees, large branches, stumps, roots, timber, and logs	Tipping Fees Apply
Tires (all sizes – with or without rims)	No Charge
Batteries	No Charge
Appliances	
• Refrigerated appliances (with or without Freon), includes refrigerator, freezer, air-conditioner, dehumidifier, and water coolers	\$25.00 each
• All non-refrigerated appliances	No Charge
Mattresses & Couches	\$20.00
Contaminated Soil (subject to submission of acceptable testing)	\$50.00/cu. yd
Asbestos and Hazardous Material	NOT Accepted
Boats	\$5.00 per foot
Vehicles (whole)	NOT Accepted
Equipment/Operator (Township Use Only)	Cost Recovery based on MTO Rates + Operator

All Waste/Landfill Operator and cost recovery rates are subject to the following:

“Regular Hours of Work” shall mean Monday to Friday 7:00 am to 3:30 pm excluding Statutory Holidays as stated in Township Policy.

“Outside Regular Hours of Work” shall mean any hours worked beyond those hours defined as Regular Hours of Work. Outside Regular Hours of Work is one and a half (1 ½) times Regular Hours of Work rate.

“Emergency Rate” means a serious, unexpected, or unforeseen combination of circumstances and often dangerous situation requiring immediate action, need for assistance or relief. Emergency rate is three (3) times the Regular Hours of Work rate.

Roads

Description	2021 Fee
Entrance Permit	\$100.00
Civic address sign (installed)	\$150.00
Private Road Sign	Cost Recovery
Tile Drain Road Crossing Approval	\$100.00
Utility Road Crossing Permit	\$100.00
Sale of Used Culverts	Cost Recovery
Private Road & Driveway Grading	NOT Provided
Winter Sand <ul style="list-style-type: none"> • Residential Use • Commercial Use 	No Charge – limited to 3yd ³ annually NOT provided
Equipment/Operator (Township use only)	Cost Recovery based on MTO Rates + Operator

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3. “Emergency Rate” means a serious, unexpected, or unforeseen combination of circumstances and often dangerous situation requiring immediate action, need for assistance or relief. Emergency rate is three (3) times the Regular Hours of Work rate.

Water

Description	2021 Fee
Water Rates <ul style="list-style-type: none"> • Residential • Multi-Residential (1st unit) • Multi-Residential (2nd & subsequent units) • Small Commercial • Medium Commercial • High/Large Commercial • Metered • Vacancy 	Billed every other month \$161.67 \$161.67 \$129.33 \$161.67 \$242.67 \$323.50 \$ 1.687 (per cu.m) or minimum of 1 small residential or commercial rate, whichever is higher 20% of regular water rate per unit
Water Service Turn-on/Turn-off <ul style="list-style-type: none"> • Water Service Turn-on or off (during regular hours) • Water Service Turn-on or off (outside regular hours) • Unauthorized turn-on or off 	\$50.00 \$220.00 \$750.00
Bulk Water – A WWR employee/contractor must be in attendance and a backflow preventer must be in place.	x2 metered rate
Water Service Installation	Cost Recovery

Wastewater

Description	2021 Fee
Sewer Rates	Billed every other month
• Residential	\$239.49
• Multi-Residential (1 st unit)	\$239.49
• Multi-Residential (2 nd & subsequent units)	\$191.60
• Small Commercial	\$239.49
• Medium Commercial	\$359.24
• High/Large Commercial	\$478.93
• Metered	\$3.7128 (per. cu.m) or a minimum of 1 small residential or commercial rate, whichever is higher
• Vacancy	20% of regular sewer per unit
Sanitary or Storm Service Installations	Cost Recovery
RV Waste Discharge	NOT Accepted
Contaminated Ground Water	NOT Accepted
Sewage Holding Tank Transfer	NOT Accepted

Definitions:

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2. "Outside Regular Hours of Work" shall mean any hours worked beyond those hours defined as Regular Hours of Work. Outside Regular Hours of Work is one and a half (1 ½) times Regular Hours of Work rate.